



# TOWN OF CHAPEL HILL

## Historic District Commission

### Meeting Minutes

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

Chair Robert Epting  
Vice-Chair Sean Murphy  
Deputy Vice-Chair James Locke  
Woodrow Burns

Kimberly Kyser  
David Schwartz  
Susan Smith  
James White

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**Tuesday, February 12, 2019**

**6:30 PM**

**RM 110 | Council Chamber**

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### Opening

#### *Roll Call*

Staff Present: Jake Lowman, Liaison to Commission, Becky McDonnell, Liaison to Commission, Brian Ferrell, Counsel to Commission, Anya Grahm, Town Staff

**Present**            8 - Chair Robert Epting, Vice-Chair Sean Murphy, Deputy  
Vice-Chair James Locke, Woodrow Burns, Kimberly Kyser,  
David Schwartz, Susan Smith, and James White

*Commission Chair reads public charge*

*Secretary reads procedures into the record*

*Secretary swears in members of the public*

### Approval of Agenda

### Announcements

### Petitions

Linda Brown spoke regarding issues facing historic preservation and the local historic districts, including an increasing number of student rentals.

Catharine Burns spoke regarding the petition filed at the January 8, 2019 meeting and clarified that the petition was meant for action by the Historic District Commission and not Town Staff.

### Approval of Minutes

1. January 8, 2019 Meeting Minutes

[\[19-0087\]](#)

A motion was made by Schwartz, seconded by Smith, to approve the January

8, 2019 minutes. The motion carried by a unanimous vote.

## **Recommendations**

2. Recommendation on the West Chapel Hill National Register Boundary Increase

[\[19-0092\]](#)

A motion was made by Kyser, seconded by Burns, to authorize Bob Epting, Chair, to sign a letter on behalf of the Commission indicating their support for the West Chapel Hill Historic District Boundary Increase. The motion carried by a unanimous vote.

## **Old Business**

3. 306 N Boundary Street

[\[19-0007\]](#)

Commission members Epting and Burns were recused from this agenda item. Erik Melhman, architect, presented additional information requested from the January 8, 2019 meeting, including additional historical plans, changes to the proposed garage, and clarifications on landscaping, exterior materials, and the proposed screened porch.

Members of the public spoke, including Wood Burns, Paula Hunt, Frances Bradley, Christiana Williams, William Cant, Catharine Burns, and Linda Brown. Comments were made regarding the significance of the property and the Coker gardens, the location and size of the proposed garage, concern over the amount of time to review changes made after the January 8, 2019 meeting, and existing trees on the property.

A motion was made by Kyser, seconded by Schwartz, to continue the public hearing to the March 12, 2019 meeting. The motion carried by a unanimous vote.

4. 412 W Patterson Place

[\[19-0008\]](#)

Keith Shaw, architect, presented on both 412 W Patterson Pl and 417 W Patterson Pl, and addressed concerns raised at the January 8, 2019 meeting.

Members of the public, including Deborah Davis and Jennifer Blake, spoke regarding concerns about parking, trees, and the size of the proposed houses.

The Commission discussed other issues including the scale of the proposed houses, site constraints, parking, and architectural scale.

A motion was made by Kyser, seconded by Deputy Vice-Chair Locke, to deny the Certificate of Appropriateness application for a new single family home, based on Design Guideline #8 on page 19, #1 and #2 on page 53, and the Land Use Management Ordinance criteria A, B, G, and J. The motion carried by the following vote:

**Aye:** 5 - Chair Epting, Deputy Vice-Chair Locke, Kyser, Schwartz, and Smith

**Nay:** 2 - Vice-Chair Murphy, and White

**Excused:** 1 - Burns

5. 417 W Patterson Place

[\[19-0009\]](#)

A motion was made by Kyser, seconded by Deputy Vice-Chair Locke, to deny the Certificate of Appropriateness application for a new single family home, based on Design Guideline #8 on page 19, #1 and #2 on page 53, and the Land Use Management Ordinance criteria A, B, G, and J. The motion carried by the following vote:

**Aye:** 5 - Chair Epting, Deputy Vice-Chair Locke, Kyser, Schwartz, and Smith

**Nay:** 2 - Vice-Chair Murphy, and White

**Excused:** 1 - Burns

**New Business**

6. 219 E Rosemary Street (Alpha Phi Sorority)

[\[19-0088\]](#)

Josh Gurlitz, architect, presented, and explained the proposed changes to the approved Certificate of Appropriateness, including changes to the roof, railing, porch roofs, and brick faced return at the parking entrance. A motion was made by Vice-Chair Murphy, seconded by Kyser, to approve these modifications to the existing Certificate of Appropriateness, based on Design Guideline #6 on page 55. The motion carried by a unanimous vote.

7. 410 & 412 North Street

[\[19-0089\]](#)

A motion was made by White, seconded by Vice-Chair Murphy, to continue the public hearing to the March 12, 2019 meeting. The motion carried by a unanimous vote.

8. 723 Gimghoul Road

[\[19-0090\]](#)

A motion was made by White, seconded by Vice-Chair Murphy, to continue the public hearing to the March 12, 2019 meeting. The motion carried by a unanimous vote.

**Closed Session**

*The Commission moved into closed session - attorney-client privilege.*

**Staff Update**

9. 2019 Commission Priorities

[\[19-0093\]](#)

The Commission established 2019 priorities, including:

1. Continue the Design Guidelines Rewrite Process
2. Revise Section 3.6.2 of the Land Use Management Ordinance regarding the Historic District Commission
3. Address Emerging Historic District Challenges, including tree protection and regulation, redevelopment of historic properties, and other concerns as voiced by stakeholders and residents.

*Adjournment*

Next Meeting - March 12, 2019

The meeting adjourned at 10:57pm.

*Order of Consideration of Agenda Items:*

- 1. Staff Presentation*
- 2. Applicant's Presentation*
- 3. Public Comment*
- 4. Board Discussion*
- 5. Motion*
- 6. Restatement of Motion by Chair*
- 7. Vote*
- 8. Announcement of Vote by Chair*

*Public Charge: The Advisory Body pledges its respect to the public. The Body asks the public to conduct themselves in a respectful, courteous manner, both with the Body and with fellow members of the public. Should any member of the Body or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.*

*Unless otherwise noted, please contact the Planning and Development Services Department at 919-969-5066; [planning@townofchapelhill.org](mailto:planning@townofchapelhill.org) for more information on the above referenced applications.*

*See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.*